



Daily Construction Report Template

Company name	
Project name	
Location	
Site Manager	
Date	

Construction company logo

Report No: _____

Weather conditions: _____

Temperature: _____

Workers on site: _____

Project overview:

--

Task description	Worker/Team	Start time	Finish time	Total time

Equipment	Quantity	Materials	Quantity

Status	No.	Comments
Tasks completed		
Tasks in progress		
Overdue tasks		
Upcoming tasks		

Issues:

--

Safety:

--

Report prepared by: _____

Signature: _____

Stamp

Manage your projects with [Plaky.com](https://plaky.com)